

From: membercommunications@latourism.org on behalf of [The Los Angeles Tourism & Convention Board](#)
To: [Kent Smith](#)
Subject: Keep your listings up to date! Extranet Instructions.
Date: Thursday, July 09, 2015 11:21:21 AM
Attachments: [Member Extranet Instructions 20151.docx](#)

Dear Member,

As many of you know, you can update your listings right from our extranet! You can also check other account information as well as edit contacts and photos. The more you keep your listings updated, the better we can serve you.

If you are unfamiliar with our extranet or new to your organization, please let us know and we're happy to walk you through the process. We have attached step-by-step instructions on how to login and use the system as well.

For more information on how to utilize your membership and take full advantage of all the benefits we offer, read our latest member newsletter, or check it out here: [LATCB Member Benefits](#).

Thanks and have a great day!

Logo



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